

S E C R E T

9 November 1983

MEMORANDUM FOR: Deputy Director for Administration

FROM: Daniel C. King  
Director of LogisticsSUBJECT: Report of Significant Logistics Activities for  
Period Ending 9 November 1983 1. Progress Report on Tasks Assigned by the DCI/DDCI:No tasks assigned during this reporting period. 2. Items or Events of Major Interest that have Occurred During the Preceding Week:a. DCI Suite Redecoration: On 3 November 1983, new draperies were installed in the DCI office and secretarial area. This completes all redecoration proposals for this suite. b. Relocation of Administrative Office: The design proposal for the relocation of the Administrative Office, DCI, to room 7D19 Headquarters Building, was approved. Working drawings are 85 percent complete. c. Executive Dining Room Survey: On 8 November 1983, an Executive Dining Room (EDR) survey of fiscal year 1983 was mailed to all EDR members. The survey will assist the EDR staff in upgrading the facilities, operations, and guest services. The completed forms should be returned by 1 December 1983, and they will be reviewed at that time. d. JPRS Printing Takeover: JPRS and Office of Logistics (OL) personnel have completed an implementation plan for the transfer of personnel, equipment, funding, and responsibilities to Printing and Photography Division (P&PD). Chief, P&PD has met with JPRS personnel and explained the P&PD takeover of responsibilities and addressed their questions and/or concerns. P&PD management is reviewing the JPRS personnel files, and plans are underway for transferring FY 1984 JPRS funds to P&PD.WARNING NOTICE  
INTELLIGENCE SOURCES  
OR METHODS INVOLVED 

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for Period Ending 9 November 1983 [redacted]

e. Overseas Logistical Support: OL continues to provide support to LA Division in regard to the Grenada situation. It is expected that a large shipment of captured ordnance materiel will be returned from Grenada and released to the Agency.

25X1 OL will be furnishing TDY assistance in the near future  
25X1 to Central America in support of the Central American Task Force;  
the Near East in support of Near East Division special projects;  
and to Africa in support [redacted]  
[redacted]

3. Significant Events Anticipated During the Coming Week:

25X1 None. [redacted]

25X1 [redacted]  
Daniel C. King

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